

Title:	University Air-Travel Offset Policy
Effective date:	July 1, 2020
Policy Owner:	Office of Sustainability
Policy Contact:	Jillian Buckholz, Director of Sustainability Jillian.buckholz@csueastbay.edu
Date approved by the President:	
Signature:	

Purpose:

Cal State East Bay (CSUEB) made a commitment to pursue climate neutrality when President Morishita signed the Carbon Commitment¹ (formerly the American Colleges and Universities Presidents' Climate Commitment) in January 2015. To support the work to fulfill the Carbon Commitment, CSUEB formed the Campus Sustainability Committee (CSC) in May 2015, adopted a campus Climate Action Plan (CAP) in May 2018, and approved the creation of the Climate Action Plan Implementation Task Force (CAP-IT) in September 2018. The CAP commits the University to achieve carbon neutrality by 2040 and specifically requires that "All state-funded travel will be carbon neutral or 100% offset by 2022" (2018, pg. 65).

Policy Statement:

A flat \$9 offset fee will be charged to the traveler's department for each air-travel trip by any person(s) traveling on University business when funded by University or related affiliates. The funds collected shall be deposited into the University's Climate Action Plan Fund, which will be used among other sources to achieve the University's commitment to climate neutrality. Expenditures will be approved by the CSC for on-campus² projects that provide measurable greenhouse gas reductions.

Policy Scope:

All CSUEB University-related travel which includes: all University travel, including its auxiliaries, self-

Procedure for University Air-Travel Offset Policy

SOP Number	
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Effective Date	07/01/2020
Approval Date	

PURPOSE

PROCEDURE REVIEW

Review of procedure